

PERSONAL DATA SHEET

WARNING: Any misinterpretation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes (☐) and use separate sheet if necessary. Indicate N/A if not applicable. **DO NOT ABBREVIATE.**

1. CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	Canghagas		
FIRST NAME	Jungie	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Adimos		
3. DATE OF BIRTH (mm/dd/yyyy)	2/17/95 12:00 AM	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Maniki Kapalong Davao Del Norte	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	prk 11-D House/Block/Lot No. Street Maniki Subdivision/Village Barangay Kapalong Davao del Norte City/Municipality Province
7. HEIGHT (m)	5'2	ZIP CODE	8113
8. WEIGHT (kg)	47	18. PERMANENT ADDRESS	House/Block/Lot No. Street
9. BLOOD TYPE	O+		Subdivision/Village Barangay
10. GSIS ID NO.	123123		City/Municipality Province
11. PAG-IBIG ID NO.	0909		
12. PHILHEALTH NO.	16-252189543-8		
13. SSS NO.	123123	19. TELEPHONE NO.	123123
14. TIN NO.	123123	20. MOBILE NO.	09263736024
15. AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if any)	canghagas@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Surname	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Firstname	NAME EXTENSION (JR., SR) Jr.	Camille D. Canghagas
MIDDLE NAME	Middlename		sample child
OCCUPATION	Occupation		11/13/2019
EMPLOYER/BUSINESS NAME	Employer/Business Name		Sample D. Sample
BUSINESS ADDRESS	Address		11/13/2019
TELEPHONE NO.	1111- 11232		Sample D. Sample
24. FATHER'S SURNAME	Canghagas		11/13/2019
FIRST NAME	Noe	NAME EXTENSION (JR., SR) Jr.	Sample D. Sample
MIDDLE NAME	Garote		11/05/2019
25. MOTHER'S MAIDEN NAME	Adimos		Sample D. Sample
SURNAME	Canghagas		11/13/2019
FIRST NAME	Damiana		Sample D. Sample
MIDDLE NAME	Osias		11/21/2019
(Continue on separate sheet if necessary)			

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)		SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	Maniki Central Elementary School		2002	2008			1st honor
SECONDARY	Kapalong College of Technology Inc.		2008	2012			1st honor
VOCATIONAL / TRADE COURSE	Tagum Trade Center	Sample Degree	2008	2012	1st year		
COLLEGE	Kapalong College of Agriculture Sciences & Technology	Bachelor of Science in Information Technology	2014	2019	graduate ko		Best in Computer Operation
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	sample sample maniki kapalong davao del norte	11/12/2019	11/15/2019	72hrs	manager
	sample sample maniki kapalong davao del norte	11/12/2019	11/15/2019	72hrs	manager qweqwe

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
sig katulog	sample non academic sample	member of SK
sig katulog	sample non academic sample	member of SK
sig katulog	sample non academic sample	member of SK

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>	
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>	
		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div>	
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>	
37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>	
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>	
		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>	
39. Have you acquired the status of an immigrant or permanent resident of another country?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div>	
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?		<div><input type="checkbox"/> YES<input type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div>	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)			
NAME		ADDRESS	
TEL. NO.			
42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.		<div><div>ID picture taken within the last 6 months 3.5 cm. X 4.5 cm (passport size)</div><div>With full and handwritten name tag and signature over printed name</div><div>Computer generated or photocopied picture is not acceptable</div><div>PHOTO</div></div>	
<div><div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div><div>Government Issued ID:</div><div>ID/License/Passport No.:</div><div>Date/Place of Issuance:</div></div>		<div><div>Signature (Sign inside the box)</div><div>Date Accomplished</div></div>	
		<div>Right Thumbmark</div>	
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.			
<div>Person Administering Oath</div>			